February 11, 2005

MEMORANDUM

TO: Edna Szymanski
   Dean, College of Education

FROM: Victor Korenman
      Associate Provost for Academic Planning and Programs

SUBJECT: Proposal to Convert the Existing Citation in Secondary Education to a Minor in Secondary Education (PCC Log No. 04040)

At its meeting on February 11, 2005, the Senate Committee on Programs, Curricula, and Courses approved your proposal to convert the existing citation in Secondary Education to a Minor in Secondary Education. A copy of the approved proposal is enclosed.

This approval is effective immediately. No student may be allowed to begin the discontinued Citation program after this time, but students who have already taken or who are taking a course towards the Citation must be permitted to complete it if they so choose. All advisers should be notified and the College should ensure that the approved guidelines are followed.

VK: sfm
Enclosure

Ce: Dr. Sylvester J. Gates, Chair, Senate PCC
    Dr. Mary Giles, University Senate
    Ms. Barbara Hope, Data Administration
    Dr. Phyllis Peres, Undergraduate Studies
    Ms. Anne Turkos, Archives
    Dr. Donna Wiseman, College of Education
    Dr. Linda Yoko, Records & Registrations
DATE SUBMITTED: November, 2004

COLLEGE/SCHOOL: Education

DEPARTMENT/PROGRAM: Curriculum and Instruction

PROPOSED ACTION (A separate form for each) ADD ___ DELETE ___ CHANGE X ___

DESCRIPTION (Provide a succinct account of the proposed action. Details should be provided in an attachment. Provide old and new sample programs for curriculum changes.)

The proposal describes the 15-18 credit requirements for undergraduates to be able to declare a formal Minor in Secondary Education. It reflects an adjustment in requirements from the former Citation Option to be consistent with institutional requirements for a Minor and some recent changes in course numbers in secondary education.

JUSTIFICATION/REASONS/RESOURCES (Briefly explain the reason for the proposed action. Identify the source of new resources that may be required. Details should be provided in an attachment.) The University has acted to eliminate Citation options and replace them with options for undergraduates to have a formal minor. Details are provided in the attachment.

Resources: No new resources will need to be allocated to accommodate this action; courses already in place in the major in secondary education and as electives, which were used to support the Citation option, will remain in place to support the minor.

APPROVAL SIGNATURES

1. Department Committee Chair  
   [Signature]  
   [Date: 11/16/04]

2. Department Chair  
   [Signature]  
   [Date: 11/16/04]

3. College/School PCC Chair  
   [Signature]  
   [Date: 12/08/04]

4. Dean  
   [Signature]  
   [Date: 12/20/04]

5. Dean of the Graduate School (if required)  
   [Signature]  
   [Date: __/__/__]

6. Chair, Senate PCC  
   [Signature]  
   [Date: 02/11/05]

7. Chair of Senate  
   [Signature]  
   [Date: __/__/__]

8. Vice President for Academic Affairs & Provost  
   [Signature]  
   [Date: 02/11/05]
Proposal for a Minor in Secondary Education to be offered by the Department of Curriculum & Instruction

This is a proposal to convert an existing citation into a minor. The transcript will designate the minor as Secondary Education.

Catalog Description
The minor will provide opportunities for undergraduate subject area majors to enroll in a sequence of education courses that helps them to determine if teaching is a viable career option for them. The 15-18 credit minor may be taken prior to admission into a teacher preparation program. If an undergraduate student pursuing or completing the minor desires to enter an education track, the candidate may apply for the dual major program to obtain certification as a secondary education classroom teacher through completion of a Maryland State Department of Education approved program option. Some of the courses students take to complete the Minor in Secondary Education may be applicable toward certification options at the graduate level offered through the Department of Curriculum and Instruction. These students should consult with an advisor in the Department of Curriculum and Instruction to identify the most appropriate option leading to teacher certification and to review the specific admission requirements associated with these programs.

The secondary education minor includes coursework from the Departments of Curriculum and Instruction, Human Development, and Education Policy and Leadership. The curriculum provides a foundation in adolescent development and education policy and includes an introductory pedagogy course in one of the core secondary areas: English, Social Studies, Mathematics, Science, Foreign Language. The minor also incorporates coursework to meet the MSDE reading requirements that are part of secondary subject area teacher certification.

Courses required for the minor are:

(Note: Section identified by * reflects the 3 credits added to the Citation requirements to meet the requirements of the minor.)

EDHD 413 Adolescent Development (3)
EDHD 426 Cognition and Motivation in Reading: Reading in Content Areas (3)
EDCI 463 Reading in the Secondary School (3)

Select one of the following foundations courses:

EDPL 201 Education in Contemporary American Society (3)
EDPL 210 Historical and Philosophical Perspectives on Education (3)
EDPL 301 Foundations of Education (3)
Select one of the following secondary education introductory methods:

* EDCI 416 Curriculum & Instruction in Secondary Education: English, Speech, Theatre (3)
* EDCI 330 Introduction to K-12 Foreign Language Methods & Technology (3)
* EDCI 457 Teaching Secondary Students with Difficulties in Learning Mathematics (3)
* EDCI 370 Curriculum & Instruction in Secondary Education: Science (3)
* EDCI 426 Materials and Resources in Social Studies (3)

Other electives (optional):
- EDCI 280 Introduction to Teaching (3)
- EDCI 386 Experiential Learning (3)

A total of 15-18 credits are required. All courses presented for the minor must be passed with a grade of “C” or better. No more than six of the required credits (or two courses) may be taken at an institution other than the University of Maryland, College Park.

**Oversight and Recordkeeping**
The Department of Curriculum and Instruction is responsible for administering the minor in secondary education and assigning a minor advisor. Students desiring to have recognized their minor in secondary education must meet with the EDCI Director of Undergraduate Advising and Academic Affairs to indicate their desire to enroll in the program and to have their academic records reviewed. Upon verification that the student has met prerequisites and has maintained the minimum grade performance in any courses taken in the minor, the student will be assigned an advisor from the EDCI Teacher Certification Advising Office. The advisor is responsible for overseeing implementation of the minor and advising students regarding fulfillment of its requirements. The EDCI Director of Undergraduate Advising and Academic Affairs is responsible for issuing final approval confirming that a student has met the requirements, and forwarding the necessary information to the College of Education Office of Student Services. Upon verification that a student has met all requirements (grades, credits, etc.), the Office of Student Services will forward the student's name, minor, and date of completion to the Registrar's Office. The posting of a minor on a student's official transcript will be done concurrently with the posting of the bachelor's degree.

**Prerequisites**
Students must be enrolled in a major in one of the core secondary education content areas: English, History, Geography, Government and Politics, Chemistry, Physics, Biology, Geology, Mathematics, or Foreign Languages.

**Faculty Coordinator:** Faculty oversight for the Minor in Secondary Education will be provided by the Program Coordinator for Secondary Education. This is a faculty leader from one of the secondary program areas elected annually to serve in the role of overall Program Coordinator.
# SECONaARY EDUCATION CERTIFICATE OPTIONS

## Upper Division Certificate in Secondary Education

**Target Audience:** UM juniors/seniors enrolled in an approved secondary education content major or post-baccalaureate students with a degree & appropriate course work in an approved secondary education content area

**Admission Requirements:** Completion of secondary education minor (or comparable coursework) listed below or capacity to complete these requirements before the internship semester; passing scores on Praxis I & Praxis II content exams; 2.5 GPA; 2 letters of recommendation; prior experiences with youth; goal statement; completion of or enrollment in appropriate content major, with capacity to complete the major prior to the internship semester.

**Prerequisite Courses (Minor – 15 credits):** Secondary education methods I, EDHD 413, EDHD 426, EDCI 463, EDPL Foundations course

**Curriculum:**
- **Fall:** EDCI 4XX (undergraduate content methods II, 3 credits), EDCI 4XX (field experience II, 1 credit) [plus any professional or academic area course prerequisites not yet completed]
- **Spring:** Student Teaching (12 credits), Student Teaching Seminar (1-2 credits – varies by subject area), Professional Issues Seminar (EDCI 474 - 2 credits)

**Related Issues:** Program already approved by campus and MSDE; attractive to candidates with baccalaureate degrees in critical shortage fields with GPAs between 2.5 and 3.0; students pay undergraduate tuition; courses do not apply to graduate

## Post-Bacc Certification Only Program

**Target Audience:** UM students with a degree in an approved secondary education content major or post-baccalaureate students with a degree (and appropriate course work) in an approved secondary education content area

**Admission Requirements:** Completion of Bachelor’s degree & appropriate course work in an approved secondary education content major; successful completion of prerequisite courses listed below or the capacity to complete them prior to the internship semester; passing scores on Praxis I & Praxis II content exams; minimum 3.0 gpa overall and in the content courses used to meet requirements for the secondary education content major.

**Prerequisite Professional Courses:** 12 credits-- Secondary education methods I (#varies by subject area), EDHD 413 or EDCI 488, 463 or EDHD 426 or equivalent, EDPL Foundations course

**Curriculum:**
- **Fall:** EDCI 6XX (subject matter specific Pedagogy II class- 3 credits), EDCI 763-3 credits, EDCI 611-3 credits, EDCI 880-3 credits
- **Spring:** EDCI 888 - 9 credits, EDCI 474 - 2 credits, EDCI XXX Subject Area Specific Student Teaching Seminar – 1- 2 credits

**Related Issues:** Program can be completed within 2 semesters if prerequisite course work is met; up to 9 credits may be applicable toward an EDCI Master’s program; graduates may be able to apply coursework taken as graduate students toward salary
| Issues/Considerations: Option available provided there are undergraduate seats in the internship year cohort still available in the corresponding content area(s). Need to ensure that students complete the bachelor's degree prior to enrollment in the student teaching semester of the internship. | Issues/Considerations: Students pay graduate tuition rates, but do not earn a Master's degree. Option is available provided that there are seats available in the graduate level internship year cohort in the corresponding area. |